

Expense Report
For Kathy Kinloch, President
For the period April 1, 2018 to June 30, 2018

Expense Description	Amount
Travel Expenses	\$ 2,913.57
Local Business and Travel Expenses	\$ 755.34

Expense Description	Amount
Recoverable Travel Expenses	\$ 1,649.95

\$ 5,318.86

Travel Expense Summary
For Kathy Kinloch, President
For the period April 1, 2018 to June 30, 2018

Date of Event	Description	Amount
April 11-13, 2018	Toronto, ON - Public Policy Forum Annual Growth Summit	\$ 1,631.53
April 24, 2018	Victoria, BC - Invited Guest - BC Lieutenant Governor Installation Ceremony for Janet Austin	\$ 577.22
May 15-16, 2018	Toronto, ON - Polytechnics Canada Annual Conference (Note: Trip cancelled. Travel credit applied for future use.)	\$ 704.82
Total Travel Expenses		\$ 2,913.57

Date of Event	Description	Amount
May 15, 2018	Victoria, BC - Meeting with Provincial Government Representatives (Note: All costs recoverable from the BC Government.)	\$ 532.60
June 12-13, 2018	Edmonton, AB - Speaking Invitation - Policy Matters (Note: All costs recoverable from conference organizers.)	\$ 1,117.35
Total Recoverable Travel Expenses		\$ 1,649.95

\$ 4,563.52

Travel Expense Summary
For Kathy Kinloch, President
For the period April 1, 2018 to June 30, 2018

Public Policy Forum Annual Growth Summit		Amount
Date of Event/Transaction	April 11-13, 2018	
Destination	Toronto, ON	
Airfare		\$ 412.29
Accommodation		\$ 1,026.85
Business Meals		\$ 41.74
Transportation		\$ 150.65
Total:		\$ 1,631.53
Notes:		

Invited Guest - BC Lieutenant Governor Installation Ceremony for Janet Austin		Amount
Date of Event/Transaction	April 24, 2018	
Destination	Victoria, BC	
Airfare		\$ 409.36
Business Meals		\$ 5.85
Transportation		\$ 162.01
Total:		\$ 577.22
Notes:		

Meeting with Provincial Government Representatives		Amount
Date of Event/Transaction	May 15, 2018	
Destination	Victoria, BC	
Airfare		\$ 424.58
Business Meals		\$ 11.27
Transportation		\$ 96.75
Total:		\$ 532.60
Notes: All costs recoverable from the BC Government.		

Polytechnics Canada Annual Conference		Amount
Date of Event/Transaction	May 15-16, 2018	
Destination	Toronto, ON	
Airfare		\$ 704.82
Total:		\$ 704.82
Notes: Trip cancelled. Travel credit applied for future use.		

Speaking Invitation - Policy Matters Conference		Amount
Date of Event/Transaction	June 12-13, 2018	
Destination	Edmonton, AB	
Airfare		\$ 680.50
Accommodation		\$ 253.45
Business Meals		\$ 3.68
Transportation		\$ 179.72
Total:		\$ 1,117.35
Notes: All costs recoverable from conference organizers.		

Total Travel Expenses \$ 4,563.52

LOCAL BUSINESS AND TRAVEL EXPENSES

Date of Event/Transaction	Description	Amount
April 2018	Business Meals	\$ 40.89
	Accommodation	\$ 566.95
	Transportation	\$ 81.75
	April 2018 Total	\$ 689.59
May 2018	Transportation	\$ 38.00
	May 2018 Total	\$ 38.00
June 2018	Transportation	\$ 27.75
	June 2018 Total	\$ 27.75

Total Local Business and Travel Expenses \$ 755.34